

PRIVACY POLICY

The privacy of our client's personal identifiable information is of the utmost importance to Benchmark Reliability Services, Inc. and its' affiliates. The intent of this policy is to preserve privacy rights and to let you know what information the Company collects and what you can expect when the company collects 'Personal Information.'

Benchmark is committed to safeguarding the privacy of your information in accordance with the following principles:

- We will only collect and use your information where we have lawful grounds and legitimate business reasons to do so;
- We will be transparent in our dealings with you, and will tell you how we will collect and use your information;
- If we have collected your information for a particular purpose, we will not use it for anything else unless you have been informed and we have obtained your permission;
- We will not ask for more information than we need for the purposes for which we are collecting;
- We will update our records when you inform us that your details have changed;
- We will observe the rights granted to you under applicable Canadian privacy and data protection laws and we will ensure that any queries relating to privacy issues are dealt with promptly; and
- We will train our staff on their privacy obligations to you, our Clients.

SCOPE

This policy applies to Personal Information that is processed by Benchmark and its affiliates. It applies to information we may collect regarding

- visitors to our website or blogs.
- individuals who make general inquiries in their own capacity or on behalf of an organization

COLLECTION AND USE OF INFORMATION

VISITORS TO OUR WEBSITES AND USE OF COOKIES

When someone visits www.bmreliability.ca or any Benchmark affiliate or divisional sites which are linked to from within our site, and which bear this Privacy Policy (each "the Site"), we may collect standard internet log information and details of visitor patterns to track the traffic and numbers of visitors to various parts of the Site in accordance with our Cookie Policy. This information is collected in the aggregate and does not identify any individuals or gather Personal Information.

INQUIRIES BY E-MAIL

We will only use Personal Information provided to us via e-mail inquiries to promptly respond to your inquiry or to manage our business relationship with you or your employer. We may also collect your name, contact information, e-mail address and any information which you send to us or post on our Site, such as when you possibly make an inquiry through our website or blog. We will only use this information to contact you in order to answer you. We will not use the information provided in such inquiries to create individual profiles nor does it disclose the information to anyone other than those in the Company who are best suited to provide you a response.

E-mail monitoring or blocking software may be used for security purposes and for compliance with Company policies.

SHARING AND PROCESSING OF PERSONAL INFORMATION

Benchmark Reliability Services, Ins. will not sell, rent, share or trade your Personal Information to any third party. We may engage third parties or service providers to process data on our behalf and to facilitate or outsource one or more aspects of the operation of the Site or our business. These service providers are only allowed to use the information we provide them to facilitate the specific outsourced related operation regarding our services.

We may disclose your Personal Information:

- as required by law, such as to comply with a subpoena, or similar legal process;
- when we believe in good faith that disclosure is necessary to protect our rights, protect your safety or the safety of others, investigate fraud, or respond to a government request;
- if Benchmark Reliability Services, Inc. or any affiliate is involved in a future merger, acquisition, or sale of all or a portion of its assets, you will be notified via e-mail and/or a prominent notice on our Site of any change in ownership or uses of your Personal Information, as well as any choices you may have regarding your Personal Information and
- to any other third party with your prior consent to do so.

TRANSFER OF PERSONAL INFORMATION OUTSIDE OF CANADA

Though our head office is located in Saskatoon, Saskatchewan, Canada, Personal Information that we collect and manage may be processed in Canada or may be disclosed, processed and stored outside of Canada and therefore may be available to local government authorities in other countries under lawful orders and laws applicable there. We will take all reasonable steps to ensure that your Personal Information is protected and maintained in accordance with this Privacy Policy and applicable data privacy law. Any data stored outside of Canada will be communicated to you or your employer.

TRANSMISSION SECURITY OF PERSONAL INFORMATION

The security of your Personal Information is important to us. We follow generally accepted standards to protect the Personal Information submitted to us, both during transmission and once we receive it. As no method of transmission over the Internet, or method of electronic storage, is 100% secure, however, we cannot guarantee its absolute security. We will use reasonable security measures to protect your Personal Information against unauthorized access. Please be careful whenever sending Personal Information to us via e-mail. E-mail is generally not a secure means of transferring information. We therefore cannot guarantee that this information will not be lost or used in a fraudulent manner and we encourage the use of e-mail encryption to communicate with us.

ENFORCEMENT

The purpose of this Privacy Policy is to set out the principles governing the use of personal data you provide to us and any information that we obtain about you. Benchmark Reliability Services, Inc. complies with this Privacy Policy as well as applicable Canadian private sector data protection laws such as the Personal Information Protection and Electronic Documents Act and substantially similar provincial and/or international laws pertaining to the collection, use and disclosure of Personal Information. When we receive formal written inquiries, request or complaints, we will contact the person who issued the communication for full review including local data protection authorities if required.

THIRD PARTY LINKS AND SITES

LINKS TO EXTERNAL/THIRD PARTY SITES

Our Website may contain links to other web sites or services which are outside our control and are not covered by this Privacy Statement. If you access or share information to other sites via the links provided, the operators of these sites may collect information from you which will be used by them in accordance with their privacy policy; these may differ from ours. We do not accept any responsibility or liability for the privacy practices of such third-party websites and your use of such websites is at your own risk.

SOCIAL MEDIA WIDGETS

Our Website may include Social Media Features, such as the Facebook, YouTube, LinkedIn, Google + and Twitter buttons and Widgets, such as the 'Share this' button or interactive mini-programs that run on our site. These Features may collect your IP address, which page you are visiting on our site, and may set a cookie to enable the Feature to function properly. Please see our Cookie Policy. for more information. Social Media Features and Widgets are either hosted by a third party or hosted directly on our Site. Your interactions with these Features are governed by the privacy policy of the company providing it.

Personal Information that you provide to Benchmark Reliability Services, Inc. via social media accounts is collected on those sites to capture dialogue between you and the Company. It may be used to respond to inquiries, or for statistical, evaluation and reporting purposes. Comments posted that violate Canadian or any other applicable local law will be deleted and disclosed to law enforcement authorities. Comments that violate our comment policy will also be deleted.

USER ACCESS AND CHOICE

All comments, queries and requests relating to our use of your data are welcomed. If you have questions or concerns regarding this Privacy Policy, or if you wish to review, edit your Personal Information or request that we correct or delete Personal Information in our possession, please contact us at the addresses below:

E-mail

info@bmreliability.ca

Mail

233 MacCormack Rd
Martensville, SK CANADA
S0K 0A2

Unless restricted by law, we will take all reasonable steps to functionally delete your Personal Information from our database(s) upon request, although we may keep a copy for archival purposes for as long as necessary in our opinion, in compliance with applicable laws - this information will be archived on an offline external memory source. We will respond to your request to access, update or delete your Personal Information within thirty (30) business days. Before we are able to provide you with any information, correct any inaccuracies or delete any information, however, we may ask you to verify your identity and to provide other details (in a secure manner) to help us to respond to your request. We will retain your information for as long as needed to provide you services or information requested in your contact with us. We will retain and use your information as necessary to comply with our legal obligations, resolve disputes, and enforce our agreements

CHANGE OF PRIVACY POLICY

We may update this privacy policy to reflect changes to our information practices. If we make any material changes, we will notify you by e-mail or by means of a notice on this Site prior to the change becoming effective. We encourage you to periodically review this page for the latest information on our privacy practices

This Privacy Policy was last updated in November 2018.